

MEETING MINUTES
Hillsdale Community Library Board of Trustees
November 14, 2024

- I. Call to Order: 5:01pm
- II. Roll Call
 - A. All Present: George Allen (President), Rebekah Dobski (Library Director), Karen Hill (Trustee), Laura Negus (Secretary), Joshua Paladino (Vice President), Stephanie Stockford (Trustee).
 - B. Visitor to the meeting: Sara Yacks
- III. Approval of [Agenda](#)
 - A. Hill moved to accept the meeting agenda as presented. Stockford seconded; the motion carried 5-0.
- IV. Approval of Minutes -
 - A. [Minutes of October 10, 2024](#) - Hill moved to accept minutes as presented. Stockford seconded; the motion carried 5-0.
- V. Visitor Comments - No comments
- VI. Director's Report
 - A. Various comments from director Dobski:
 - 1. Dobski submitted the State Aid paperwork 3 weeks ago. It is doled out on a first-come, first-served basis, so HCL should be getting State Aid money sooner than last year.
 - 2. HCL will no longer be providing Hoopla to patrons because the cooperative is no longer footing the bill for that service. The cost of HCL picking up Hoopla would be approximately \$100-150 per month at current usage rates, and Dobski does not deem that a prudent investment when the Libby service has such a large and better curated catalog and much greater usage than Hoopla.
 - 3. Regarding building repairs: The window in the children's room was repaired by G & G glass for \$280. Dobski has decided to shift focus from door replacement to carpet replacement with winter coming and considering the slow communication from the contractors who might replace the doors. Dobski is researching the extent of the carpet replacement, whether the allocated funds would stretch to the entire building, or only the children's room and meeting rooms which are first priority.

4. The Halloween event was very popular; 360 visitors attended which is more than last year.
 5. Heidi and director Dobski have been doing monthly storytime outreach to Bailey Early Childhood Center.
 6. Regarding the public computers: Dobski would like to prioritize getting all ten computers up and running, even if it means spending more money than budgeted. Currently four are out of order. Paladino pointed out that adding a new line to the budget would require a budget hearing, whereas moving money from other lines would not require a hearing. Allen suggested first pressuring IT to get the computers repaired if possible, then move to new purchases. Allen also suggested offering to contract the IT assistant to do the repairs if time restraints are an issue, or contract outside city IT if necessary.
- B. [Balance Sheet](#) - Paladino asked about our investment returns with interest rates currently dropping. He suggested getting a legal opinion or asking a financial expert to advise us on getting the best ROI. Allen said we could add this to New Business for our December meeting, and asked Dobski to inquire with the city whether or not it would be legal for HCL to use an HCCF endowment to get a better ROI.
- C. [Revenue and Expenditure Report-](#)
1. Dobski said she would like to remove the \$1.00 checkout fee currently attached to DVD rentals. Revenue line -667.000 shows a total of only \$278 from these rentals last year. The library can easily afford this, and most of these items are donations so do not represent an initial budgetary outlay. Allen moved to do away with the charges, Negus seconded the motion; the motion passed 5-0.
 2. Regarding Delinquent Taxes, line -411.000: Dobski inquired about this line item and the disbursement schedule and sources. The line covers both summer and winter taxes, but is subject to available funds. It is only disbursed once per year. She is still unsure if it represents collected taxes or collected fines. The revenue is typically between \$100-\$500, but this year was \$5,096.81. Dobski is unsure why the increase occurred.

VII. Communications

- A. Friends of the Library - no communication

VIII. Old Business - no old business

IX. New Business - no new business

- X. Board Comments - Trustee Hill expressed thanks to Heidi and Dobski for the successful Halloween event. Paladino asked about the stipend for Heidi, or the possible move to full-time status. Dobski said Heidi is very close to full-time. Allen asked Dobski to look

into mileage reimbursement for Heidi to make sure she is getting that. Hill asked when the Garden Club will decorate the library. Dobski answered that December 6th is the day. Dobski is also working on a staff Christmas party. Hill asked Dobski about paid and unpaid holidays for staff. Dobski said she works to make it fair and balanced for all the staff, although the guidance from the city is vague. Stockford offered parting comments on this last meeting of her tenure on the board. She expressed thanks to the other trustees for serving with her. Stockford asked how long she should keep her library trustee email account; Paladino offered 1 year, but Allen suggested double checking on the State of Michigan FOIA handbook. Hill asked when the mayor will appoint a new board member? Stockford said she knows Mayor Stockford is tying up many loose ends as his tenure closes, but is not sure about his appointment of a new library board member.

- XI. Adjournment- Trustee Hill moved to adjourn the meeting at 6:21 pm. Stockford seconded; the motion carried 5-0.